

HUMAN RESOURCES OFFICE
MARYLAND NATIONAL GUARD
29TH DIVISION STREET
BALTIMORE, MARYLAND 21201-2288
TELEPHONE: (410) 576-6110/6111 OR DSN: 496-6110/6111

POSITION VACANCY ANNOUNCEMENT 15-032a Open Date: 11 December 2014 Close Date: 09 January 2015

FULL TIME MILITARY / ACTIVE GUARD RESERVE (AGR) POSITION VACANCY

(ALSO ADVERTISED AS TECHNICIAN, SEE VACANCY ANNOUNCEMENT #15-026A)

BRANCH OF SERVICE: AIR NATIONAL GUARD (ANG)

POSITION TITLE: FINANCIAL MANAGER

**HIGHEST GRADE AUTH PER ANGI 36-101, AGR/MIL TECH GRADE COMPARABILITY TABLE: Lt Col/O5
UNIT MANNING DOCUMENT-GUARD GRADE/ POSITION AVAILABLE: Lt Col/O5**

ORGANIZATION/LOCATION: 175th WING, MDANG, WANGB, 2701 Eastern Boulevard, Middle River, MD 21220-2899

SEQUENCE: #

SALARY: Full Military Pay and Allowances, depending on rank and longevity of selectee.

WHO MAY APPLY: OPEN TO CURRENT ONBOARD AGR OFFICERS OF THE MARYLAND AIR NATIONAL GUARD AND OPEN TO CURRENT OFFICERS (CAPT-PROMOTABLE & MAJ) OF THE MARYLAND AIR NATIONAL GUARD ONLY.

QUALIFICATION/ELIGIBILITY REQUIREMENTS

1. Refer to ANGI 36-101, The Active Guard/Reserve Program, for general eligibility requirements for initial entry into the AGR Program and specific guidelines for utilization, and assignment of currently on-board AGR members.
2. Applicants must meet the physical qualifications outlined in AFI 48-123, Medical Examination and Standards.
3. Applicant must meet weight requirements at the time of entry into the AGR Program. Any member on the ANG Fitness Improvement Program is ineligible for entry into AGR status.
4. Applicant should be able to complete 20 years of active duty service prior to mandatory separation.
5. Category 1 AGR resources (recruiters, security forces, range, air defense, civil support) are fenced and may not be locally realigned.
6. Highly desired that member have completed the appropriate level of PME corresponding to their grade/rank.

BRIEF OF DUTIES AND RESPONSIBILITIES

Directs the financial management policy in support of the Air National Guard installation to include dissimilar geographically separated units. Serves as the principal financial advisor and technical expert to the Wing Commander, Senior Management Staff, GSU Commanders, and the Financial Management Board. Functions as the Assistant United States Property and Fiscal Officer for Air (Fiscal) under ANGI 36-2, the accounting station's Certification Officer under the provisions of the Certification Officers Act of 1996, and as an agent of the US Treasury for the ANG Federal disbursement and the associated pecuniary liabilities thereof. Directs and monitors the development, compilation, review and submission of the annual financial plan, and conversion financial plans on an as required basis. Provides leadership to senior level committees and task groups. Initiates, briefs, and documents the Financial Management Board, and supervises the annual distribution of financial resources, submission of budget execution review, financial plan submissions, and end of year closeout as required under the Resource Management System (RMS). Represents and speaks on behalf of the Wing Commander USPFO with regard to ANG Financial Management issues with representatives of the National Guard Bureau, the Adjutant General's Department, other military components, state/local governments, businesses and other public/private groups, or organizations and persons having an interest in the financial program of the Wing. Interprets, implements, and administers laws, procedures, regulations, and directives pertaining to various Air National Guard stand-alone, networked, or web based financial systems, including Budget, Accounting, and Entitlement Disbursing. Serves as an agent of the US Treasury in the receipt, safeguarding,

accountability, and disbursement of vendor payments, travel reimbursements, and pay entitlements in accordance with a wide variety of laws and precedents, including the Code of Federal Regulations, Comptroller General Decisions, DoD instructions, Air Force instructions and manuals, and Air National Guard instructions, manuals, and guidance. Directs budget formulation and execution through the use of an integrated financial management and reporting system. Directs the operation and maintenance of the local budget and accounting systems and interfaces with other management systems, including the Standard Base Supply System, the Standard Procurement System, the Defense Civilian Pay System, and the host Automated Business Services System. Serves as the focal point for NGB on all Workday Program matters. Responsible for the administration of the Government Travel Card Program at the installation and dissimilar geographically separated units. Responsible for the overall management and control of the Quality Assurance Program (QAP) within the Financial Management Office. Plans, assigns, and supervises work to be accomplished by an organization consisting of 4 or more direct subordinates and 6 or more support employees in the grades of GS-06 to GS-12 and Active/Guard Reserve military grades up to Major, engaged in budgeting, accounting, payroll, or financial systems analysis. Performs other related duties as assigned.

AFSC

AFSC: 65FX Applicants must meet the basic eligibility requirements specified in ANGI 36-101, The Active Guard/Reserve Program, and the Air Force Specialty Qualifications defined in AFI 36-2101, Classifying Military Personnel (Officer and Enlisted). Applicants for enlisted positions must possess qualifying ASVAB/AFQT scores for the AFSC as specified in AFECDD, dtd 31 January 2012, Attachment 4.

SPECIAL INFORMATION (IF APPLICABLE)

1. Appropriate military uniform will be worn during duty hours.
2. Existing MDANG promotion policies apply.
3. Initial tours may not exceed 6 years. Follow-on tour lengths may be from 1 to 6 years.
4. Official notification to applicants of selection or non-selection is by letter from the Human Resources Office (HRO).
5. May be authorized PCS IAW the JFTR.

APPLICATION PROCEDURES / REQUIRED DOCUMENTS (IF APPLICABLE)

1. NGB Form 34-1, Signed, dated and annotated with Vacancy Announcement Number.
2. Military Personnel Records Review RIP Attached, Virtual MPF Inquiry Will Suffice.
3. Letter of Application, Letters of Recommendation and other attachments are permitted but are not mandatory.
4. AGR Profile Verification Statement **(third page of this announcement)**.
5. ANG Physical Assessment Results.

Applications must be received in the HRO not later than close of business (17:00 hours) on the closing date!

Forward application and attachments to:

**HUMAN RESOURCES OFFICE
ATTN: MDNG-HRO-AGR
AGR BRANCH
Fifth Regiment Armory
Baltimore, MD 21201-2288**

**AGR VACANCY APPLICATION
PROFILE VERIFICATION STATEMENT**

NAME _____ ANNOUNCEMENT # _____

A. FITNESS PROGRAM TEST VERIFICATION

MEMBER MEETS STANDARDS IN ACCORDANCE WITH ANGI 10-248

YES NO

*Signature/Rank/Title Verifying Official

*Current supervisor, commander, or designated WMP Monitor

B. APTITUDE SCORES

Mech: _____ Admin: _____ Gen: _____ Elect: _____

**Signature/Rank/Title Verifying Official

**Current supervisor, commander, or Customer Service Representative

C. CURRENT AF Form 422, PHYSICAL PROFILE SERIAL REPORT

P:___ U:___ L:___ H:___ E:___ S:___ X Factor ___ Dated _____

MEMBER IS IS NOT QUALIFIED FOR WORLD WIDE SERVICE

**Signature/Rank/Title Medical Certifier

ATTACH TO NGB FORM 34-1

APPLICATION FOR ACTIVE GUARD/RESERVE (AGR) POSITION